

Stacy Goettler

From: Kevin Meyer
Sent: Friday, June 22, 2018 10:19 AM
To: Stacy Goettler
Subject: Fwd: Ofc. Shaffer

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From: Kevin Meyer
Sent: Friday, June 22, 2018 9:13:49 AM
To: Chuck Mascellino
Subject: Ofc. Shaffer

In addition to moving Ofc. Schaffer into a steady 8-4 shift M-F, please enter these into her schedule in Telestaff:

Monday	2-Jul	4p-10p	Lori Vacation
Tuesday	3-Jul	4p-10p	Lori Vacation
Thurs	5-Jul	4p-10p	Lori Vacation
Friday	6-Jul	4p-10p	Lori Vacation
Monday	9-Jul	4p-10p	Lori Vacation
Monday	16-Jul	4p-10p	Barb Vacation
Tuesday	17-Jul	4p-10p	Barb Vacation
Wednesday	18-Jul	4p-10p	Barb Vacation
Thurs	19-Jul	4p-10p	Barb Vacation
Friday	20-Jul	4p-10p	Barb Vacation
Tuesday	14-Aug	4p-10p	Lori Vacation
Wednesday	15-Aug	4p-10p	Lori Vacation
Thursday	16-Aug	4p-10p	Lori Vacation
Friday	17-Aug	4p-10p	Lori Vacation
Monday	20-Aug	4p-10p	Lori Vacation
Monday	27-Aug	4p-10p	Barb Vacation
Tuesday	28-Aug	4p-10p	Barb Vacation
Wednesday	29-Aug	4p-10p	Barb Vacation
Thurs	30-Aug	4p-10p	Barb Vacation
Friday	31-Aug	4p-10p	Barb Vacation
Friday	14-Sep	4p-10p	Lori Vacation
Monday	17-Sep	4p-10p	Lori Vacation

Tammy Corb

From: Kevin Meyer
Sent: Monday, October 29, 2018 8:47 AM
To: Tiffani Shaffer
Cc: Chuck Mascellino
Subject: Work Opportunities

Tiffani,
How is it going? Hope all is well with the pregnancy.
Barb will be taking vacation November 16, December 3 and December 4. Would you be able to work 2-10 these days?
Let me know and we'll get you on the schedule.
Take care,
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Tuesday, October 23, 2018 2:24 PM
To: Rose Hawk
Cc: Chuck Mascellino
Subject: RE: TIFFANY

Sure. Get with Sgt. Mascellino to have her scheduled.

From: Rose Hawk
Sent: Tuesday, October 23, 2018 2:22 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>; Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: TIFFANY

Lori needs to take November 20th off. Can I get Tiffany scheduled to work that day?



Rose Hawk
Manager, Police Administration
Police
724-776-5180 x1498 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Chuck Mascellino
Sent: Thursday, September 27, 2018 9:20 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Kevin Meyer
Subject: clerk's vacations

Tiffani,

Barb and Lori have vacation days scheduled. You will be needed to work 2pm ~ 10pm on the following days:

October 11
October 12
October 15
October 31
November 1
November 2

See me with any questions.

Chuck



Chuck Mascellino
Sergeant - Support Services
Police
724-776-5180 x1417 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Rose Hawk
Sent: Friday, September 21, 2018 3:06 PM
To: Chuck Mascellino
Cc: Kevin Meyer
Subject: RE: CLERK VACATION DAYS

Barb is taking October 31st, November 1st and 2nd.
rose

From: Rose Hawk
Sent: Friday, September 21, 2018 2:52 PM
To: Chuck Mascellino <chuck.mascellino@cranberrytownship.org>
Cc: Kevin Meyer <kevin.meyer@cranberrytownship.org>
Subject: CLERK VACATION DAYS

Lori is scheduled for vacation on October 11, 12 and 15.

Barb is going to schedule some days off but hasn't yet. As soon as I get them I will let you know. I told her I need 2 weeks' notice so that Tiffany can be scheduled.

Rose Hawk
Manager, Police
Administration
Police
•CRANBERRY TOWNSHIP• 724-776-5180
POLICE x1498 (Fax) 724-776-
DEPARTMENT 0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Tuesday, September 18, 2018 12:55 PM
To: Kevin Meyer
Subject: Re: Reality Tour

Sounds great. Thank you. Everything else is going good thank you for asking.

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From: Kevin Meyer
Sent: Tuesday, September 18, 2018 10:50:42 AM
To: Tiffani Shaffer
Subject: Re: Reality Tour

Yes, these were previously approved so you can continue to attend these events. Everything else going well?

From: Tiffani Shaffer
Sent: Monday, September 17, 2018 8:48:28 PM
To: Kevin Meyer
Subject: Reality Tour

Chief,

I just wanted to touch base about the Reality Tour Program. The last we spoke I can't remember if I had given you the dates. This month is September 27 and every one thereafter is the 3rd Thursday of each month. I had mentioned to Sgt. Mascellino about this upcoming tour, and he wanted me to reach out to make sure everything was still okay with me going and participating. I had met with Karen last month and did a recording, which she plans on using for the months I will be on leave. Thank you.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Wednesday, September 5, 2018 3:39 PM
To: Tiffani Shaffer
Subject: RE: Question

Ok. I will continue to look for work opportunities that adhere to your restrictions.
Thanks,
Chief

From: Tiffani Shaffer
Sent: Wednesday, September 5, 2018 11:36 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Re: Question

Chief,

The only training I've had would have been what I did in high school and college but no official certifications specifically for that.

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From: Kevin Meyer
Sent: Wednesday, September 5, 2018 11:10:51 AM
To: Tiffani Shaffer
Subject: Question

Tiffani,
I am still attempting to find work for you at the PD and wanted to find out if you have any formal training with Work or Excel.
Let me know.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Thursday, August 9, 2018 10:46 AM
To: Tiffani Shaffer
Subject: RE: 08/09

That won't be necessary. It's not imperative we complete this work immediately and the traces may not take that long to complete. Enjoy your weekend. Report back Monday from 8a-noon.

Thanks,
Chief

From: Tiffani Shaffer
Sent: Thursday, August 9, 2018 10:34 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: 08/09

Ok. I will be out of town tomorrow until 08/11/2018. I can take comp time for those hours.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Thursday, August 9, 2018 10:33 AM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: RE: 08/09

I received a message that it may take some time for you to get access to the site. Hopefully it will be accessible tomorrow. Plan on working until noon today and I'll see you at 8am tomorrow.

Thanks,
Chief

From: Tiffani Shaffer
Sent: Thursday, August 9, 2018 10:28 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: 08/09

Chief,

I was just checking to see what time I am scheduled until today. I was able to set up my account with the ATF with Sgt. Mascellino and currently waiting the response from them that my account has been activated.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Wednesday, August 8, 2018 12:53 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: RE: 08/08

Ok. Why don't you wrap up at 1p then and see you in the morning. Hopefully the ATF site is back up and running.

From: Tiffani Shaffer
Sent: Wednesday, August 8, 2018 12:41 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: 08/08

That is all completed for now.



Tiffani Shaffer
Patrolman
Police
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CranberryTownship.org

From: Kevin Meyer
Sent: Wednesday, August 8, 2018 12:32 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: RE: 08/08

Anything you can do with warrants or is that complete?

From: Tiffani Shaffer
Sent: Wednesday, August 8, 2018 12:30 PM

To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: 08/08

Chief,

I was just checking to see what time I should stay until today. I am currently helping Lori with office related duties as the ATF website has been having issues.

Thank you,



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Tuesday, August 7, 2018 3:40 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: RE: 08/08

I doubt you will be able to complete everything we have for you on Wednesday so plan on coming in Thursday morning (8a) as well. We can evaluate where you are and determine if there is additional work to be done.

Thanks,
Chief

From: Tiffani Shaffer
Sent: Tuesday, August 7, 2018 3:32 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: 08/08

Ok. Do you happen to know if I will be coming in Thursday or Friday as well?



Tiffani Shaffer
Patrolman
Police
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CranberryTownship.org

From: Kevin Meyer
Sent: Tuesday, August 7, 2018 3:27 PM

To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>

Subject: RE: 08/08

Please report back to the office when you are done in Butler. I will hopefully have your access to ATF Etrace completed by then.

From: Tiffani Shaffer

Sent: Tuesday, August 7, 2018 1:40 PM

To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>

Subject: 08/08

Chief,

I was just checking to see if I am just going to court tomorrow or if I am also scheduled in the office.

Thank you,



Tiffani Shaffer

Patrolman

Police

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CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Friday, August 3, 2018 8:38 AM
To: Tiffani Shaffer
Subject: RE: Friday 8/3

You are welcome.

Also, I was unaware there were no court hearings today. I found out yesterday afternoon but didn't want to cancel your attendance since you were already planning on being here. Sorry.

Chief

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 7:21 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: Friday 8/3

Ok. Thank you.

From: Kevin Meyer
Sent: Thursday, August 2, 2018 5:03 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: Re: Friday 8/3

Tiffani,

Please report on Monday 8/6 at 8a and see Sgt. Mascellino. He has firearm traces and Accurint reports for you to run on weapons held in evidence.

Thanks,
Chief

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From: Tiffani Shaffer
Sent: Thursday, August 2, 2018 1:09:55 PM
To: Kevin Meyer
Subject: Re: Friday 8/3

Ok. Thank you.

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From: Kevin Meyer
Sent: Wednesday, August 1, 2018 12:19:05 PM
To: Tiffani Shaffer
Subject: Re: Friday 8/3

No need to take comp time. Plan on starting at 7a and work until you need to leave for your appointment. You can handle the front desk until Lori arrives at 8a.

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From: Tiffani Shaffer
Sent: Wednesday, August 1, 2018 10:35:25 AM
To: Kevin Meyer
Cc: Rose Hawk
Subject: Re: Friday 8/3

Ok. I will have to take 2 hours of comp time as I have an appointment at 11

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From: Kevin Meyer
Sent: Wednesday, August 1, 2018 10:06:37 AM
To: Tiffani Shaffer
Cc: Rose Hawk
Subject: Friday 8/3

Tiffani,
Please plan on working the reception desk this Friday from 8a-noon. You can take calls and assist Lori on criminal court day.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Wednesday, July 25, 2018 3:45 PM
To: Kevin Meyer
Subject: RE: tomorrow

Ok. Thank you.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Wednesday, July 25, 2018 2:33 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: tomorrow

Tiffani,
Please plan on working 8a-noon tomorrow, Thursday 7/26. You will continue working on updating the warrants in the warrant drawer.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Tuesday, July 24, 2018 4:06 PM
To: Tiffani Shaffer
Subject: FW: PICS INVESTIGATION OC
Attachments: SHERMAN 18-I-0023769.pdf

Another PICS investigation.

From: Matthew Irvin
Sent: Tuesday, July 24, 2018 3:15 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

From: Panepinto, Joseph W <jpanepinto@pa.gov>
Sent: Tuesday, July 24, 2018 2:33 PM
To: Matthew Irvin <Matthew.Irvin@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

Matt,

This one occurred at Dicks Sporting Goods. Can you take this one also? Thanks, Joe

Effective 9/12/2016, the PSP, Firearms Division will begin forwarding all firearm investigations, via email, directly to the Troop or police department of jurisdiction where the violation occurred. We will attempt to provide electronic copies of any relevant correspondence related to the prohibiting information. Certified copies of the mental health records can be provided upon request. Any other records would need to be obtained by your department to verify the prohibiting information.

All correspondence, using form SP 3-201, shall be directed to the PSP, Firearms Division @ PICSFirearms@pa.gov

The attached investigations are listed below:

Sherman, Mark : 18-I-0023769

Carol Ackerman | Legal Assistant 2
Pennsylvania State Police | Bureau of Records & Identification
Firearms Division | PICS Challenge Unit
Phone: 717-409-3890 | Fax: 717-705-5539

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 5:54 PM
To: Tiffani Shaffer
Subject: Fwd: 3713 Graham School

Tiffani,
Please check this name/address in RMS and let me know if we have anything.
Thanks

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From: Lorin Meeder
Sent: Monday, July 9, 2018 4:00:33 PM
To: Kevin Meyer
Cc: Nancy Sikora; Cindy Koss
Subject: FW: 3713 Graham School

Kevin

Do you have any History on 3713 Graham School Road a Teddy Zadrozny. The phone call with him over the garbage rate increase did not go well. He has a lot of issues with the township. Kind of worries me.

Lorin

From: Cindy Koss
Sent: Monday, July 9, 2018 3:31 PM
To: Lorin Meeder <Lorin.Meeder@cranburrytownship.org>
Subject: 3713 Graham School

Hi Lorin:

Let me know how the conversation went when he talked to you, he was not very nice.

Thank You,



Cindy Koss
Billing Administrator
Finance
724-776-4806 x1111 (Fax) 724-776-5488
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 11:52 AM
To: Tiffani Shaffer
Subject: RE: Schedule

Lori returns from vacation tomorrow so your schedule for the week looks like this:

Tuesday Fingerprint detail from 4-8p (from sign-up)
Wednesday Fingerprint detail from noon-4p
Saturday Community Days, 1p-7p

From: Tiffani Shaffer
Sent: Monday, July 9, 2018 11:44 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Re: Schedule

Ok. In addition to Saturday what will my schedule be for this week?

Thank you.

Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

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From: Kevin Meyer
Sent: Monday, July 9, 2018 11:15:27 AM
To: Tiffani Shaffer
Cc: Chuck Mascellino; William Ahlgren
Subject: RE: Schedule

Tiffani,

As discussed, I would like you to staff the police tent this Saturday from 1p-7p. The canopy/tent will be set up at the Public Safety island at the intersection of Ernie Mashuda and Park Drive. Booklets, stickers and stress cars will be there for you to hand out. Please have your police radio with you in the event you need to contact another officer or the Command Center.

I will be there to help get everything set-up. Patrol will be checking on you throughout your shift and relieving you when necessary.

You will need to call officers in to help break-down the canopy around 6:30. I want to make sure it is out of there prior to the fireworks display.

Call Sgt. Mascellino with any questions.

Chief

From: Tiffani Shaffer
Sent: Friday, July 6, 2018 2:31 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Schedule

Chief,

I am just checking to see if a schedule has been made for the week of July 9. Thank you.

Tiffani Shaffer
Patrolman
Police
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CranberryTownship.org

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Tammy Corb

From: Stacy Goettler
Sent: Friday, June 22, 2018 2:27 PM
To: Bert Bertoncello; Kevin Meyer
Subject: Shaffer Letter
Attachments: Shaffer Modified Duty Letter.pdf

Attached is the letter Tiffani will be receiving by U.S. mail. I am including a copy of the essential duties of a police officer her doctor signed off on as well.



Stacy Goettler, PHR, SHRM-CP
Manager, Human Resources
Human Resources
724-776-4806 x1141 (Fax) 724-776-5488
CranberryTownship.org

Tammy Corb

From: Matthew Irvin
Sent: Friday, June 15, 2018 11:11 PM
To: Kevin Meyer
Subject: Re: PICS cases

Will do

Sent from my iPhone

On Jun 15, 2018, at 4:23 PM, Kevin Meyer <Kevin.Meyer@cranberrytownship.org> wrote:

Send any/all PICS investigations to me for assignment. Thanks.

Kevin Meyer
Chief of Police
<image001.png> Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Friday, November 2, 2018 10:02 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Chuck Mascellino
Subject: Clerk Vacation Days

Tiffani,

See the message from Rose below. I wanted to make sure you know you are needed on these days. Let Sgt. Mascellino know if you have any conflicts.

Thanks,
Chief

The following are days that Lori and Barb have requested off. I know that Tiffany has been scheduled for most of them, but there are 1 or 2 that I'm not sure of.

Lori November 9, 12, 20 & 21
 December 7, 10
Barb November 16
 December 3, 4,



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, October 29, 2018 8:43 AM
To: Rose Hawk
Subject: RE: OFFICE VACATION DAYS

Yes. I will let her know.

From: Rose Hawk
Sent: Monday, October 29, 2018 7:12 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>; Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: OFFICE VACATION DAYS

Barb is taking the following as vacation days. Can Tiffany work?

November 16
December 3 & 4



Rose Hawk
Manager, Police Administration
Police
724-776-5180 x1498 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Thursday, October 18, 2018 10:52 AM
To: Rose Hawk
Subject: Re: VACATION DAYS

Absolutely. Let Sgt. Mascellino know so he can make her aware and get it scheduled.
Thanks,
Chief

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From: Rose Hawk
Sent: Thursday, October 18, 2018 10:40:22 AM
To: Kevin Meyer
Subject: VACATION DAYS

Chief,

Lori has requested the following vacation days: November 9 & 12
December 7 & 10

Can Tiffany work?



Rose Hawk
Manager, Police Administration
Police
724-776-5180 x1498 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Thursday, September 27, 2018 1:51 PM
To: Chuck Mascellino
Cc: Rose Hawk; Kevin Meyer
Subject: Re: clerk's vacations

Thank you for letting me know. I will be putting in 4 hours of comp time on Nov 1 due to an appointment. I have the reality tour tonight so will have that form and the deferral for Labor Day filled out and put in your box.

Also, it's my understanding the reality tour is scheduled on October 18, which I have a prior engagement that has been scheduled. I just wanted to make sure that would not be a problem of me not being able to attend since they do have the pre recorded session in those specific instances that I will not be able to attend.

Thank you!

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From: Chuck Mascellino
Sent: Thursday, September 27, 2018 9:19:30 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Kevin Meyer
Subject: clerk's vacations

Tiffani,

Barb and Lori have vacation days scheduled. You will be needed to work 2pm – 10pm on the following days:

October 11
October 12
October 15
October 31
November 1
November 2

See me with any questions.

Chuck



Chuck Mascellino
Sergeant - Support Services
Police
724-776-5180 x1417 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Thursday, September 27, 2018 1:51 PM
To: Chuck Mascellino
Cc: Rose Hawk; Kevin Meyer
Subject: Re: clerk's vacations

Thank you for letting me know. I will be putting in 4 hours of comp time on Nov 1 due to an appointment. I have the reality tour tonight so will have that form and the deferral for Labor Day filled out and put in your box.

Also, it's my understanding the reality tour is scheduled on October 18, which I have a prior engagement that has been scheduled. I just wanted to make sure that would not be a problem of me not being able to attend since they do have the pre recorded session in those specific instances that I will not be able to attend.

Thank you!

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From: Chuck Mascellino
Sent: Thursday, September 27, 2018 9:19:30 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Kevin Meyer
Subject: clerk's vacations

Tiffani,

Barb and Lori have vacation days scheduled. You will be needed to work 2pm – 10pm on the following days:

October 11
October 12
October 15
October 31
November 1
November 2

See me with any questions.

Chuck



Chuck Mascellino
Sergeant - Support Services
Police
724-776-5180 x1417 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Chuck Mascellino
Sent: Monday, September 24, 2018 5:00 PM
To: Kevin Meyer
Subject: RE: clerk days off

Will do.

From: Kevin Meyer
Sent: Monday, September 24, 2018 3:48 PM
To: Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: Re: clerk days off

Yes. Provide her with any days available after 2 week notice.

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From: Chuck Mascellino
Sent: Monday, September 24, 2018 12:21:07 PM
To: Kevin Meyer
Subject: clerk days off

Do you want me to let Tiffani know about the days that Barb and Lori have taken off?



Chuck Mascellino
Sergeant - Support Services
Police
724-776-5180 x1417 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Rose Hawk
Sent: Friday, September 21, 2018 2:52 PM
To: Chuck Mascellino
Cc: Kevin Meyer
Subject: CLERK VACATION DAYS

Lori is scheduled for vacation on October 11, 12 and 15.

Barb is going to schedule some days off but hasn't yet. As soon as I get them I will let you know. I told her I need 2 weeks' notice so that Tiffany can be scheduled.



Rose Hawk
Manager, Police Administration
Police
724-776-5180 x1498 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Thursday, August 9, 2018 9:31 AM
To: Chuck Mascellino
Subject: FW: Successful eTrace Registration Notification: SHAFFER, TIFFANI

fyi

-----Original Message-----

From: no-reply-etrace@atf.gov <no-reply-etrace@atf.gov>
Sent: Thursday, August 9, 2018 9:24 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Successful eTrace Registration Notification: SHAFFER, TIFFANI

This is an automated e-mail notification from the eTrace Administrator that TIFFANI MAE SHAFFER has successfully registered for an eTrace account under your agency. An e-mail containing the user's credentials will be sent to the user once the account has been created, generally within 48 hours of registration.

Tammy Corb

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 10:18 AM
To: Kevin Meyer
Subject: Re: Friday 8/3

I appreciate that, thank you. I was able to go over Monday with Sgt. Mascellino and helped with the office.

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From: Kevin Meyer
Sent: Friday, August 3, 2018 8:38:22 AM
To: Tiffani Shaffer
Subject: RE: Friday 8/3

You are welcome.

Also, I was unaware there were no court hearings today. I found out yesterday afternoon but didn't want to cancel your attendance since you were already planning on being here. Sorry.

Chief

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 7:21 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: Friday 8/3

Ok. Thank you.

From: Kevin Meyer
Sent: Thursday, August 2, 2018 5:03 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: Re: Friday 8/3

Tiffani,

Please report on Monday 8/6 at 8a and see Sgt. Mascellino. He has firearm traces and Accurint reports for you to run on weapons held in evidence.

Thanks,

Chief

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From: Tiffani Shaffer
Sent: Thursday, August 2, 2018 1:09:55 PM
To: Kevin Meyer
Subject: Re: Friday 8/3

Ok. Thank you.

Get Outlook for iOS

From: Kevin Meyer
Sent: Wednesday, August 1, 2018 12:19:05 PM
To: Tiffani Shaffer
Subject: Re: Friday 8/3

No need to take comp time. Plan on starting at 7a and work until you need to leave for your appointment. You can handle the front desk until Lori arrives at 8a.

[Get Outlook for Android](#)

From: Tiffani Shaffer
Sent: Wednesday, August 1, 2018 10:35:25 AM
To: Kevin Meyer
Cc: Rose Hawk
Subject: Re: Friday 8/3

Ok. I will have to take 2 hours of comp time as I have an appointment at 11

[Get Outlook for iOS](#)

From: Kevin Meyer
Sent: Wednesday, August 1, 2018 10:06:37 AM
To: Tiffani Shaffer
Cc: Rose Hawk
Subject: Friday 8/3

Tiffani,
Please plan on working the reception desk this Friday from 8a-noon. You can take calls and assist Lori on criminal court day.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Thursday, August 2, 2018 1:10 PM
To: Kevin Meyer
Subject: Re: Friday 8/3

Ok. Thank you.

Get Outlook for iOS

From: Kevin Meyer
Sent: Wednesday, August 1, 2018 12:19:05 PM
To: Tiffani Shaffer
Subject: Re: Friday 8/3

No need to take comp time. Plan on starting at 7a and work until you need to leave for your appointment. You can handle the front desk until Lori arrives at 8a.

Get Outlook for Android

From: Tiffani Shaffer
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To: Kevin Meyer
Cc: Rose Hawk
Subject: Re: Friday 8/3

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Get Outlook for iOS

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Cc: Rose Hawk
Subject: Friday 8/3

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Chief



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CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Friday, July 27, 2018 10:55 AM
To: Tiffani Shaffer
Subject: Deferring Time

Tiffani,

Yesterday you questioned your ability to defer your July 4th holiday but not the fingerprint detail. Holidays are permitted to be deferred by contract but general overtime can only be deferred once you work 80+ hours in a two week period. I hope this answers your question.

Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Wednesday, July 25, 2018 2:33 PM
To: Tiffani Shaffer
Subject: tomorrow

Tiffani,

Please plan on working 8a-noon tomorrow, Thursday 7/26. You will continue working on updating the warrants in the warrant drawer.

Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 16, 2018 11:52 AM
To: Karen Johanknecht
Cc: Tiffani Shaffer
Subject: RE: Reality Tour - Family Drug Prevention Program

Karen,
We will gladly continue to support this program and Officer Shaffer will again be your POC.
Regards,
Chief Meyer

From: Karen Johanknecht <karen_johanknecht@outlook.com>
Sent: Tuesday, July 10, 2018 5:11 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Cc: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>; karenj@candleinc.org
Subject: Re: Reality Tour - Family Drug Prevention Program

Dear Chief Meyer:

Good Afternoon! I wanted to touch base regarding our Reality Tour letter mailed to you at the beginning of June. I've attached the letter, but with the updated dates on it per our recent calendar update. Will Cranberry Twp Police Department continue to support our program beginning in September? If you could let me know at your soonest convenience, I'd greatly appreciate it. Our planning for fall is almost complete but this is an important detail in finalizing our plans.

Hope you are having a great summer!

Thanks so much!

Karen Johanknecht

karenj@candleinc.org

www.RealityTour.org

724-272-1805

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 6:17 PM
To: Tiffani Shaffer
Subject: Re: 3713 Graham School

Ok. Thank you.

[Get Outlook for Android](#)

From: Tiffani Shaffer
Sent: Monday, July 9, 2018 6:15:37 PM
To: Kevin Meyer
Subject: RE: 3713 Graham School

Chief,

The only call regarding Teddy Zadrozny is where he is listed as the homeowner of the mentioned address that a crash occurred on the property.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Monday, July 9, 2018 5:54 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: Fwd: 3713 Graham School

Tiffani,
Please check this name/address in RMS and let me know if we have anything.
Thanks

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From: Lorin Meeder
Sent: Monday, July 9, 2018 4:00:33 PM
To: Kevin Meyer
Cc: Nancy Sikora; Cindy Koss
Subject: FW: 3713 Graham School

Kevin

Do you have any History on 3713 Graham School Road a Teddy Zadrozny. The phone call with him over the garbage rate increase did not go well. He has a lot of issues with the township. Kind of worries me.

Lorin

From: Cindy Koss
Sent: Monday, July 9, 2018 3:31 PM
To: Lorin Meeder <Lorin.Meeder@cranberrytownship.org>
Subject: 3713 Graham School

Hi Lorin:

Let me know how the conversation went when he talked to you, he was not very nice.

Thank You,



Cindy Koss
Billing Administrator
Finance
724-776-4806 x1111 (Fax) 724-776-5488
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 12:00 PM
To: Tiffani Shaffer
Subject: FW: Schedule

Please wear your CTPD UA polo and khaki slacks for Saturday as well.
Also, new shirt order arrived. What size do you need? I believe you wanted medium but I'm not certain.

From: Kevin Meyer
Sent: Monday, July 9, 2018 11:52 AM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: RE: Schedule

Lori returns from vacation tomorrow so your schedule for the week looks like this:

Tuesday Fingerprint detail from 4-8p (from sign-up)
Wednesday Fingerprint detail from noon-4p
Saturday Community Days, 1p-7p

From: Tiffani Shaffer
Sent: Monday, July 9, 2018 11:44 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Re: Schedule

Ok. In addition to Saturday what will my schedule be for this week?

Thank you.

Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

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From: Kevin Meyer
Sent: Monday, July 9, 2018 11:15:27 AM
To: Tiffani Shaffer
Cc: Chuck Mascellino; William Ahlgren
Subject: RE: Schedule

Tiffani,

As discussed, I would like you to staff the police tent this Saturday from 1p-7p. The canopy/tent will be set up at the Public Safety island at the intersection of Ernie Mashuda and Park Drive. Booklets, stickers and stress cars will be there for you to hand out. Please have your police radio with you in the event you need to contact another officer or the Command Center.

I will be there to help get everything set-up. Patrol will be checking on you throughout your shift and relieving you when necessary.

You will need to call officers in to help break-down the canopy around 6:30. I want to make sure it is out of there prior to the fireworks display.

Call Sgt. Mascellino with any questions.

Chief

From: Tiffani Shaffer
Sent: Friday, July 6, 2018 2:31 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Schedule

Chief,

I am just checking to see if a schedule has been made for the week of July 9. Thank you.

Tiffani Shaffer
Patrolman
Police
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CranberryTownship.org

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Tiffani Shaffer
Patrolman
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Tammy Corb

From: Kevin Meyer
Sent: Monday, June 18, 2018 8:37 AM
To: Rose Hawk
Subject: Barb/Lori Time Off

Rose,

Let me know of any scheduled days/weeks that Barb and Lori may be off on vacation. Additionally, let me know if they call off sick. I'll check to see if Ofc. Shaffer can sit in during these times.

Thanks-



Kevin Meyer
Chief of Police
Police
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CranberryTownship.org

Tammy Corb

From: Ted Fessides <tfessides@ctems51.org>
Sent: Tuesday, May 22, 2018 4:58 PM
To: Kevin Meyer
Subject: Fwd: CT Police Recognition

Great job by Tiff. See below.

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From: Andrew Bell
Sent: Monday, May 21, 2018 3:45:10 PM
To: Teak Baker; Jeff Kelly; Ted Fessides
Subject: CT Police Recognition

All,

I'm not sure who would be responsible for this type of situation but I wanted to see if we could forward on some recognition to Tiffany at the police department for their above and beyond efforts last week for a call at 602 Larch Drive. Bill and I had an intox female with suicidal thoughts that was a bit feisty at times towards police and ems. Tiffany showed tremendous empathy and personal care for making sure that the patient got the help she needed. I don't know how the patient ended up once we dropped her off at Presby but I know that the incident wouldn't have gone as smooth without her assistance of getting the patient to the ambulance for transport. Other officers present on the call were Savola (Spelling? sorry!) and Horan.

Thanks for the help,

Andrew Bell

Tammy Corb

From: Kevin Meyer
Sent: Monday, June 18, 2018 8:37 AM
To: Rose Hawk
Subject: Barb/Lori Time Off

Rose,

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Thank you.

Tiffani Shaffer
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CranberryTownship.org

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Chief

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Subject: Schedule

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Tiffani Shaffer
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CranberryTownship.org

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Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 12:00 PM
To: Tiffani Shaffer
Subject: FW: Schedule

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Also, new shirt order arrived. What size do you need? I believe you wanted medium but I'm not certain.

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Patrolman
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CranberryTownship.org

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Tammy Corb

From: Kevin Meyer
Sent: Monday, July 9, 2018 6:17 PM
To: Tiffani Shaffer
Subject: Re: 3713 Graham School

Ok. Thank you.

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Chief,

The only call regarding Teddy Zadrozny is where he is listed as the homeowner of the mentioned address that a crash occurred on the property.



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Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

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Thanks

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From: Lorin Meeder
Sent: Monday, July 9, 2018 4:00:33 PM
To: Kevin Meyer
Cc: Nancy Sikora; Cindy Koss
Subject: FW: 3713 Graham School

Kevin

Do you have any History on 3713 Graham School Road a Teddy Zadrozny. The phone call with him over the garbage rate increase did not go well. He has a lot of issues with the township. Kind of worries me.

Lorin

From: Cindy Koss
Sent: Monday, July 9, 2018 3:31 PM
To: Lorin Meeder <Lorin.Meeder@cranberrytownship.org>
Subject: 3713 Graham School

Hi Lorin:

Let me know how the conversation went when he talked to you, he was not very nice.

Thank You,



Cindy Koss
Billing Administrator
Finance
724-776-4806 x1111 (Fax) 724-776-5488
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 16, 2018 11:52 AM
To: Karen Johanknecht
Cc: Tiffani Shaffer
Subject: RE: Reality Tour - Family Drug Prevention Program

Karen,
We will gladly continue to support this program and Officer Shaffer will again be your POC.
Regards,
Chief Meyer

From: Karen Johanknecht <karen_johanknecht@outlook.com>
Sent: Tuesday, July 10, 2018 5:11 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Cc: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>; karenj@candleinc.org
Subject: Re: Reality Tour - Family Drug Prevention Program

Dear Chief Meyer:

Good Afternoon! I wanted to touch base regarding our Reality Tour letter mailed to you at the beginning of June. I've attached the letter, but with the updated dates on it per our recent calendar update. Will Cranberry Twp Police Department continue to support our program beginning in September? If you could let me know at your soonest convenience, I'd greatly appreciate it. Our planning for fall is almost complete but this is an important detail in finalizing our plans.

Hope you are having a great summer!

Thanks so much!

Karen Johanknecht

karenj@candleinc.org

www.RealityTour.org

724-272-1805

Tammy Corb

From: Kevin Meyer
Sent: Tuesday, July 24, 2018 11:42 AM
To: Tiffani Shaffer
Subject: FW: PICS INVESTIGATION OC
Attachments: BULLINGTON 18-I-0023734.pdf

Please look into this and file charges if warranted. You will need to create a call and move/attach these docs in the P:drive for reference.

Thanks, Chief

From: Matthew Irvin
Sent: Tuesday, July 24, 2018 9:25 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

From: Panepinto, Joseph W <jpanepinto@pa.gov>
Sent: Tuesday, July 24, 2018 9:18 AM
To: Matthew Irvin <Matthew.Irvin@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

Matt,

This violation occurred at Field and Stream. Are you able to take this one?

Effective 9/12/2016, the PSP, Firearms Division will begin forwarding all firearm investigations, via email, directly to the Troop or police department of jurisdiction where the violation occurred. We will attempt to provide electronic copies of any relevant correspondence related to the prohibiting information. Certified copies of the mental health records can be provided upon request. Any other records would need to be obtained by your department to verify the prohibiting information.

All correspondence, using form SP 3-201, shall be directed to the PSP, Firearms Division @ PICSFirearms@pa.gov

The attached investigations are listed below:

Bullington, Megan : 18-I-0023734

Carol Ackerman | Legal Assistant 2
Pennsylvania State Police | Bureau of Records & Identification
Firearms Division | PICS Challenge Unit
Phone: 717-409-3890 | Fax: 717-705-5539

Tammy Corb

From: Kevin Meyer
Sent: Tuesday, July 24, 2018 4:06 PM
To: Tiffani Shaffer
Subject: FW: PICS INVESTIGATION OC
Attachments: SHERMAN 18-I-0023769.pdf

Another PICS investigation.

From: Matthew Irvin
Sent: Tuesday, July 24, 2018 3:15 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

From: Panepinto, Joseph W <jpanepinto@pa.gov>
Sent: Tuesday, July 24, 2018 2:33 PM
To: Matthew Irvin <Matthew.Irvin@cranberrytownship.org>
Subject: FW: PICS INVESTIGATION OC

Matt,

This one occurred at Dicks Sporting Goods. Can you take this one also? Thanks, Joe

Effective 9/12/2016, the PSP, Firearms Division will begin forwarding all firearm investigations, via email, directly to the Troop or police department of jurisdiction where the violation occurred. We will attempt to provide electronic copies of any relevant correspondence related to the prohibiting information. Certified copies of the mental health records can be provided upon request. Any other records would need to be obtained by your department to verify the prohibiting information.

All correspondence, using form SP 3-201, shall be directed to the PSP, Firearms Division @ PICSFirearms@pa.gov

The attached investigations are listed below:

Sherman, Mark : 18-I-0023769

Carol Ackerman | Legal Assistant 2
Pennsylvania State Police | Bureau of Records & Identification
Firearms Division | PICS Challenge Unit
Phone: 717-409-3890 | Fax: 717-705-5539

Tammy Corb

From: Tiffani Shaffer
Sent: Wednesday, July 25, 2018 3:45 PM
To: Kevin Meyer
Subject: RE: tomorrow

Ok. Thank you.



Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

From: Kevin Meyer
Sent: Wednesday, July 25, 2018 2:33 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: tomorrow

Tiffani,
Please plan on working 8a-noon tomorrow, Thursday 7/26. You will continue working on updating the warrants in the warrant drawer.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, July 30, 2018 10:56 AM
To: Tiffani Shaffer
Subject: Re: Schedule

Plan on being here tomorrow (Tuesday) from 8a until noon to wrap up your PICS cases. See me when you get in.

Chief

From: Tiffani Shaffer
Sent: Sunday, July 29, 2018 2:45:05 PM
To: Kevin Meyer
Subject: Re: Schedule

No I haven't. Plus I am working on a theft case and identity theft case.

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From: Kevin Meyer
Sent: Sunday, July 29, 2018 9:17:11 AM
To: Tiffani Shaffer
Subject: Fwd: Schedule

Tiffani,

Did you finish the PICS cases? If so, I do not have anything for you tomorrow. I'll meet with Sergeant Mascellino in the morning to see if there is work for the remainder of the week.

Chief

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From: Tiffani Shaffer
Sent: Sunday, July 29, 2018 9:10:24 AM
To: Kevin Meyer
Subject: Schedule

Chief,

I am just checking to see if a schedule has been made for the week of July 30. Thank you.

Tiffani Shaffer
Patrolman
Police
724-776-5180 x1447 (Fax) 724-776-0237
CranberryTownship.org

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Tammy Corb

From: Kevin Meyer
Sent: Wednesday, August 1, 2018 12:19 PM
To: Tiffani Shaffer
Subject: Re: Friday 8/3

No need to take comp time. Plan on starting at 7a and work until you need to leave for your appointment. You can handle the front desk until Lori arrives at 8a.

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From: Tiffani Shaffer
Sent: Wednesday, August 1, 2018 10:35:25 AM
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Subject: Re: Friday 8/3

Ok. I will have to take 2 hours of comp time as I have an appointment at 11

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Please plan on working the reception desk this Friday from 8a-noon. You can take calls and assist Lori on criminal court day.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 7:21 AM
To: Kevin Meyer
Subject: RE: Friday 8/3

Ok. Thank you.

From: Kevin Meyer
Sent: Thursday, August 2, 2018 5:03 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: Re: Friday 8/3

Tiffani,
Please report on Monday 8/6 at 8a and see Sgt. Mascellino. He has firearm traces and Accurint reports for you to run on weapons held in evidence.
Thanks,
Chief

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From: Tiffani Shaffer
Sent: Thursday, August 2, 2018 1:09:55 PM
To: Kevin Meyer
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Ok. Thank you.

Get [Outlook for iOS](#)

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Subject: Re: Friday 8/3

Ok. I will have to take 2 hours of comp time as I have an appointment at 11

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From: Kevin Meyer
Sent: Wednesday, August 1, 2018 10:06:37 AM
To: Tiffani Shaffer
Cc: Rose Hawk
Subject: Friday 8/3

Tiffani,
Please plan on working the reception desk this Friday from 8a-noon. You can take calls and assist Lori on criminal court day.
Chief



Kevin Meyer
Chief of Police
Police
724-776-5180 x1416 (Fax) 724-776-0237
CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 10:18 AM
To: Kevin Meyer
Subject: Re: Friday 8/3

I appreciate that, thank you. I was able to go over Monday with Sgt. Mascellino and helped with the office.

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From: Kevin Meyer
Sent: Friday, August 3, 2018 8:38:22 AM
To: Tiffani Shaffer
Subject: RE: Friday 8/3

You are welcome.

Also, I was unaware there were no court hearings today. I found out yesterday afternoon but didn't want to cancel your attendance since you were already planning on being here. Sorry.

Chief

From: Tiffani Shaffer
Sent: Friday, August 3, 2018 7:21 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: RE: Friday 8/3

Ok. Thank you.

From: Kevin Meyer
Sent: Thursday, August 2, 2018 5:03 PM
To: Tiffani Shaffer <Tiffani.Shaffer@cranberrytownship.org>
Subject: Re: Friday 8/3

Tiffani,

Please report on Monday 8/6 at 8a and see Sgt. Mascellino. He has firearm traces and Accurint reports for you to run on weapons held in evidence.

Thanks,

Chief

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From: Tiffani Shaffer
Sent: Thursday, August 2, 2018 1:09:55 PM
To: Kevin Meyer
Subject: Re: Friday 8/3

Ok. Thank you.

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From: Kevin Meyer
Sent: Wednesday, August 1, 2018 12:19:05 PM
To: Tiffani Shaffer
Subject: Re: Friday 8/3

No need to take comp time. Plan on starting at 7a and work until you need to leave for your appointment. You can handle the front desk until Lori arrives at 8a.

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From: Tiffani Shaffer
Sent: Wednesday, August 1, 2018 10:35:25 AM
To: Kevin Meyer
Cc: Rose Hawk
Subject: Re: Friday 8/3

Ok. I will have to take 2 hours of comp time as I have an appointment at 11

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From: Kevin Meyer
Sent: Wednesday, August 1, 2018 10:06:37 AM
To: Tiffani Shaffer
Cc: Rose Hawk
Subject: Friday 8/3

Tiffani,
Please plan on working the reception desk this Friday from 8a-noon. You can take calls and assist Lori on criminal court day.
Chief



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Tammy Corb

From: Kevin Meyer
Sent: Thursday, August 9, 2018 9:31 AM
To: Chuck Mascellino
Subject: FW: Successful eTrace Registration Notification: SHAFFER, TIFFANI

fyi

-----Original Message-----

From: no-reply-etrace@atf.gov <no-reply-etrace@atf.gov>
Sent: Thursday, August 9, 2018 9:24 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: Successful eTrace Registration Notification: SHAFFER, TIFFANI

This is an automated e-mail notification from the eTrace Administrator that TIFFANI MAE SHAFFER has successfully registered for an eTrace account under your agency. An e-mail containing the user's credentials will be sent to the user once the account has been created, generally within 48 hours of registration.

Tammy Corb

From: Tiffani Shaffer
Sent: Monday, September 3, 2018 12:18 PM
To: Kevin Meyer
Subject: Re: ID Card

Chief,

Yes. I was able to get all the ones that were not in RMS submitted into ATF. I am currently just waiting for the results of these cases.

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From: Kevin Meyer
Sent: Sunday, September 2, 2018 1:44:38 PM
To: Tiffani Shaffer
Subject: Re: ID Card

Ok. I'm not sure where we are with reviewing the firearms in the evidence room. Were you able to get those researched through the ATF site?

I am back again on Tuesday. I'll meet with Sgt. Mascellino and Ahlgren to see if they have any work for you.
Chief

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From: Tiffani Shaffer
Sent: Friday, August 31, 2:03 PM
Subject: RE: ID Card
To: Kevin Meyer

Thank you. I am here today from 2-10pm, however haven't gotten a schedule for next week. The next shifts I am scheduled is when Lori is taking two days on September 14 and 17.

Tiffani Shaffer

Patrolman

Police

724-776-5180 x1447 (

Fax)

724-776-0237

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From: Kevin Meyer
Sent: Friday, August 31, 2018 12:38 PM
Subject: ID Card

I have your new ID card in my office. See me when you are in next.
Chief



Kevin Meyer

Chief of Police

Police

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Tammy Corb

From: Tiffani Shaffer
Sent: Tuesday, September 18, 2018 12:55 PM
To: Kevin Meyer
Subject: Re: Reality Tour

Sounds great. Thank you. Everything else is going good thank you for asking.

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From: Kevin Meyer
Sent: Tuesday, September 18, 2018 10:50:42 AM
To: Tiffani Shaffer
Subject: Re: Reality Tour

Yes, these were previously approved so you can continue to attend these events. Everything else going well?

From: Tiffani Shaffer
Sent: Monday, September 17, 2018 8:48:28 PM
To: Kevin Meyer
Subject: Reality Tour

Chief,

I just wanted to touch base about the Reality Tour Program. The last we spoke I can't remember if I had given you the dates. This month is September 27 and every one thereafter is the 3rd Thursday of each month. I had mentioned to Sgt. Mascellino about this upcoming tour, and he wanted me to reach out to make sure everything was still okay with me going and participating. I had met with Karen last month and did a recording, which she plans on using for the months I will be on leave. Thank you.



Tiffani Shaffer
Patrolman
Police
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Tammy Corb

From: Rose Hawk
Sent: Friday, September 21, 2018 2:52 PM
To: Chuck Mascalino
Cc: Kevin Meyer
Subject: CLERK VACATION DAYS

Lori is scheduled for vacation on October 11, 12 and 15.

Barb is going to schedule some days off but hasn't yet. As soon as I get them I will let you know. I told her I need 2 weeks' notice so that Tiffany can be scheduled.



Rose Hawk
Manager, Police Administration
Police
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Tammy Corb

From: Rose Hawk
Sent: Friday, September 21, 2018 3:06 PM
To: Chuck Mascellino
Cc: Kevin Meyer
Subject: RE: CLERK VACATION DAYS

Barb is taking October 31st, November 1st and 2nd.
rose

From: Rose Hawk
Sent: Friday, September 21, 2018 2:52 PM
To: Chuck Mascellino <chuck.mascellino@cranberrytownship.org>
Cc: Kevin Meyer <kevin.meyer@cranberrytownship.org>
Subject: CLERK VACATION DAYS

Lori is scheduled for vacation on October 11, 12 and 15.

Barb is going to schedule some days off but hasn't yet. As soon as I get them I will let you know. I told her I need 2 weeks' notice so that Tiffany can be scheduled.

Rose Hawk
Manager, Police
Administration
Police
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DEPARTMENT 0237
CranberryTownship.org

Tammy Corb

From: Chuck Mascellino
Sent: Monday, September 24, 2018 5:00 PM
To: Kevin Meyer
Subject: RE: clerk days off

Will do.

From: Kevin Meyer
Sent: Monday, September 24, 2018 3:48 PM
To: Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: Re: clerk days off

Yes. Provide her with any days available after 2 week notice.

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From: Chuck Mascellino
Sent: Monday, September 24, 2018 12:21:07 PM
To: Kevin Meyer
Subject: clerk days off

Do you want me to let Tiffani know about the days that Barb and Lori have taken off?



Chuck Mascellino
Sergeant - Support Services
Police
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CranberryTownship.org

Tammy Corb

From: Chuck Mascellino
Sent: Thursday, September 27, 2018 9:20 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Kevin Meyer
Subject: clerk's vacations

Tiffani,

Barb and Lori have vacation days scheduled. You will be needed to work 2pm ~ 10pm on the following days:

October 11
October 12
October 15
October 31
November 1
November 2

See me with any questions.

Chuck



Chuck Mascellino
Sergeant - Support Services
Police
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CranberryTownship.org

Tammy Corb

From: Tiffani Shaffer
Sent: Thursday, September 27, 2018 1:51 PM
To: Chuck Mascellino
Cc: Rose Hawk; Kevin Meyer
Subject: Re: clerk's vacations

Thank you for letting me know. I will be putting in 4 hours of comp time on Nov 1 due to an appointment. I have the reality tour tonight so will have that form and the deferral for Labor Day filled out and put in your box.

Also, it's my understanding the reality tour is scheduled on October 18, which I have a prior engagement that has been scheduled. I just wanted to make sure that would not be a problem of me not being able to attend since they do have the pre recorded session in those specific instances that I will not be able to attend.

Thank you!

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From: Chuck Mascellino
Sent: Thursday, September 27, 2018 9:19:30 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Kevin Meyer
Subject: clerk's vacations

Tiffani,

Barb and Lori have vacation days scheduled. You will be needed to work 2pm – 10pm on the following days:

October 11
October 12
October 15
October 31
November 1
November 2

See me with any questions.

Chuck



Chuck Mascellino
Sergeant - Support Services
Police
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Tammy Corb

From: Kevin Meyer
Sent: Thursday, October 11, 2018 12:28 PM
To: Rose Hawk
Subject: RE: VACATION DAY

Unfortunately this is within the 2 week timeframe required by contract for a schedule change and cannot be assigned to Ofc. Shaffer. Let me know of any other work that arises so I can make a determination as to whether she can work. I am looking for as many opportunities as possible to provide her with hours.

Thanks-

From: Rose Hawk
Sent: Thursday, October 11, 2018 12:20 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>
Subject: VACATION DAY

Chief,

Barb needs to take a vacation day on October 23rd for an MRI that she was just able to get scheduled for her knee. Is it possible to have Tiffany work that evening?



Rose Hawk
Manager, Police Administration
Police
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CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Thursday, October 18, 2018 10:52 AM
To: Rose Hawk
Subject: Re: VACATION DAYS

Absolutely. Let Sgt. Mascellino know so he can make her aware and get it scheduled.
Thanks,
Chief

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From: Rose Hawk
Sent: Thursday, October 18, 2018 10:40:22 AM
To: Kevin Meyer
Subject: VACATION DAYS

Chief,

Lori has requested the following vacation days: November 9 & 12
December 7 & 10

Can Tiffany work?



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CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Tuesday, October 23, 2018 2:24 PM
To: Rose Hawk
Cc: Chuck Mascellino
Subject: RE: TIFFANY

Sure. Get with Sgt. Mascellino to have her scheduled.

From: Rose Hawk
Sent: Tuesday, October 23, 2018 2:22 PM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>; Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: TIFFANY

Lori needs to take November 20th off. Can I get Tiffany scheduled to work that day?



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Tammy Corb

From: Kevin Meyer
Sent: Monday, October 29, 2018 8:43 AM
To: Rose Hawk
Subject: RE: OFFICE VACATION DAYS

Yes. I will let her know.

From: Rose Hawk
Sent: Monday, October 29, 2018 7:12 AM
To: Kevin Meyer <Kevin.Meyer@cranberrytownship.org>; Chuck Mascellino <Chuck.Mascellino@cranberrytownship.org>
Subject: OFFICE VACATION DAYS

Barb is taking the following as vacation days. Can Tiffany work?

November 16
December 3 & 4



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CranberryTownship.org

Tammy Corb

From: Kevin Meyer
Sent: Monday, October 29, 2018 8:47 AM
To: Tiffani Shaffer
Cc: Chuck Mascellino
Subject: Work Opportunities

Tiffani,
How is it going? Hope all is well with the pregnancy.
Barb will be taking vacation November 16, December 3 and December 4. Would you be able to work 2-10 these days?
Let me know and we'll get you on the schedule.
Take care,
Chief



Kevin Meyer
Chief of Police
Police
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Tammy Corb

From: Tiffani Shaffer
Sent: Thursday, November 1, 2018 3:38 PM
To: Stacy Goettler
Cc: Kevin Meyer
Subject: Vacation Time 2019

Stacy,

As per our earlier conversation, I would like to bank 40 hours of my vacation time to not be used during my FMLA leave. Please let me know if you need anything further from me regarding this.

Thank You,



Tiffani Shaffer
Patrolman
Police
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Tammy Corb

From: Rose Hawk
Sent: Friday, November 2, 2018 9:57 AM
To: Kevin Meyer
Cc: Chuck Mascellino; William Ahlgren
Subject: VACATION DAYS

The following are days that Lori and Barb have requested off. I know that Tiffany has been scheduled for most of them, but there are 1 or 2 that I'm not sure of.

Lori November 9, 12, 20 & 21
 December 7, 10
Barb November 16
 December 3, 4,

It's heading into the end of the year and I have vacation days to use or lose. These are the days I will be off:

November 7, 14, 26, & 30
December 5, 13, 14, 17, 21, 28, & 31

If any thing changes I'll let you know.



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Tammy Corb

From: Kevin Meyer
Sent: Friday, November 2, 2018 10:02 AM
To: Tiffani Shaffer
Cc: Rose Hawk; Chuck Mascellino
Subject: Clerk Vacation Days

Tiffani,

See the message from Rose below. I wanted to make sure you know you are needed on these days. Let Sgt. Mascellino know if you have any conflicts.

Thanks,
Chief

The following are days that Lori and Barb have requested off. I know that Tiffany has been scheduled for most of them, but there are 1 or 2 that I'm not sure of.

Lori November 9, 12, 20 & 21
 December 7, 10
Barb November 16
 December 3, 4,



Kevin Meyer
Chief of Police
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